

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **OPV0047665**

Date Posted: **03/25/13**

POSITION NO: **242722**

Closing Date: **OUF**

CLASS CODE: **3462**

POSITION TITLE: **SENIOR GAMING SURVEILLANCE OBSERVER**

DEPARTMENT NAME: **Navajo Gaming Regulatory Office**

DEPARTMENT NO: **004** WORKSITE LOCATION: **Twin Arrows, AZ**

WORKS DAYS/HOURS: POSITION TYPE: GRADE: **R64A**

Days: **VARIES**

Permanent: ☒

SALARY:

Hours: **VARIES**

Temporary: ☐

Duration: \$ **38,084.80** Per Annum

Part-Time: ☐

No. of Hrs/Wk: \$ **18.31** Per Hour

DUTIES AND RESPONSIBILITIES:

Under general supervision, performs work of moderate difficulty involving the prevention and detection of illegal gaming practices using advance surveillance monitoring equipment and on site floor observations; incumbents in this classification serve in the capacity of a lead gaming surveillance observer handling the most controversial violations, disputes, and incidents occurring on the casino floor. Oversees assigned surveillance shift schedules engaged in monitoring and observing casino operations for cheating or theft by employees or patrons; reviews reports on surveillance of cashier cage, vault areas and other locations where money is handled and the personnel therein, and other areas that require monitoring to ensure compliance with the Navajo Nation Gaming Ordinance, State Gaming Compacts, and National Indian Gaming Commission laws and regulations.

Provides technical assistance to surveillance observers reporting suspicious handling of casino generated money; ensures that surveillance staff are properly trained to observe and identify fraudulent activity; may conduct performance appraisals for assigned staff; and meet with casino management personnel and/or employees when procedural violations occur. Will conduct investigations of suspected violations or crimes, detailing reports, videos and other correspondence. Assists the Surveillance Manager with management tasks such as scheduling and assigning duties relevant to Surveillance, recording of timesheets, attending management meetings and/or trainings; performs related work as assigned.

QUALIFICATION REQUIREMENTS:

Education, Experience and Training:

A high school diploma or GED; and four (4) years of work experience in surveillance, closed circuit TV monitoring or surveillance of casino games; **OR** an Associate's degree in Criminal Justice, Computer Science, Information Technology or related field; and two (2) years of work experience in surveillance, closed circuit TV monitoring or surveillance of casino games; **OR** a Bachelor's degree in Criminal Justice, Computer Science, Information Technology or related field.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with the employment application)

Special Knowledge, Skills and Abilities:

Depending upon the needs of the Nation, some incumbents may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment. Knowledge of Federal, State and Navajo Nation laws, rules, regulations, related to gaming surveillance activities, knowledge of surveillance software and equipment. Skill in establishing and maintaining effective working relationships with governmental regulatory agencies, gaming facility management, co-workers and subordinates.

License/Certification Requirements:

Must possess a gaming license/certification from the State of Arizona and the Navajo Gaming Regulatory Office; and possess a valid state driver's license.

VETERANS' PREFERENCE APPLIES

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.

Revised: 1-15-99